Sanitized - Approved For Release : CIA-RDP66B90560B000 100050\$0(1.5903 - 63

ADM-31

25 September 1963

MEMORANDUM FOR:

EO-DD/S&T

25X1A

SUBJECT

Retirement -

25X1A

This is to suggest that the subject of Mr. retirement (effective: 13 November 1963; last working day: 1 November 1963) be brought up at the Senior Staff Meeting scheduled for 7 October 1963.

A brief sketch follows:

25X1A

Computer Services, GS-15. Served with CIA since 17 March 1947 in various assignments connected with the Agency's automation programs. In addition.

25X1A

Member of the CIA Mechanical Linguistics Committee; Member of the CIA Automatic Data Processing Committee. 25X1A

25X1A

Administrative Officer Computer Services

CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP TO NAME AND ADDRESS DATE INITIALS 1 Executive Director 7E12 HQ 2 3 Attach: DD/S&T_1503-63, 25 Sep 63 Distr: Orig - Addressee 4 25X1A 1 - DD/S&T Subj 5 1 - DD/S&T Chrono DD/S&T: DD/S&T Chrono 6 ACTION DIRECT REPLY PREPARE REPLY APPROVAL DISPATCH RECOMMENDATION COMMENT FILE RETURN CONCURRENCE INFORMATION SIGNATURE Remarks: DD/S&T_1521-63 My advice was sought by people in OCS as to how best to make a public announcement concerning the forthcoming retirement of It was suggested to them that a memorandum, along the lines of the attached, be prepared and I would undertake to get it to Mr. Kirkpatrick's attention. FYI a request has also gone forward to have marked the Intelligence Hedal of Herit. FOLD HERE TO RETURN TO SENDER FOLD HERE TO RETURN TO SENDER FOLD HERE TO RETURN TO SENDER DATE		UNCLASSIFIED	CONFIDEN		SECRET	_
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